

BYLAWS OF THE BRUNSWICK COUNTY SUBSTANCE USE AND ADDICTION COMMISSION

ARTICLE I

Name

The name of this organization shall be the Brunswick County Substance Use and Addiction Commission, hereinafter referred to as "Commission."

ARTICLE II

Object

The object of the Commission, as set forth under the Brunswick County Board of Commissioners, is to make advisory recommendations regarding the substance use and addiction program needs of Brunswick County.

The roles of the Commission members as approved by the Brunswick County Board of Commissioners are to:

1. Increase public awareness of substance use and addiction
2. Engage community members on a large scale
3. Reduce stigma surrounding addiction and mental health
4. Assess the availability and accessibility of mental health, drug addiction treatment services, and overdose reversal throughout the county, and identify areas that may be underserved
5. Support efforts to expand access to new, evidence-based treatment to underserved areas
6. Support efforts to divert non-violent drug offenders to recovery and treatment in lieu of incarceration

ARTICLE III

Members

Section 1. The Brunswick County Board of Commissioners shall appoint the members of the Commission. The Commission shall be composed of 9 members. The composition of the Commission is to include; one member from each of the five Commissioner districts, one member at large, one member designated by the Sheriff's Office, one member designated by the Chief Superior Court Judge, and one member designated by the Board of Education. All members shall be residents of Brunswick County.

Section 2. Members of the Commission shall serve staggered, four-year terms to expire on June 30th. To achieve staggered terms, the member at Large and Board of Education member terms will expire on June 30, 2019. District 1 and District 2 member terms will expire on June 30, 2020. District 3, District 4, and the Chief Superior Court Judge member terms will expire on June 30, 2021. The Sheriff's Office and District 5 member terms will expire on June 30, 2022. When a member resignation occurs, a new member will be appointed for the remainder of the unexpired term. The fiscal year of the Commission shall correspond with the fiscal year of the County.

Section 3. No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to other members of the Commission.

ARTICLE IV

Officers

Section 1. The officers of the Commission shall be the Chair, Vice-Chair, and Secretary. These officers shall perform the duties prescribed by these bylaws and the parliamentary authority adopted by the Commission.

Section 2. The Board Chair will solicit nominations for new officers during the first regular meeting of each year. Election of new officers will take place at this meeting.

Section 3. The Chair shall be the chief officer of the Commission and shall preside at meetings of the Commission, shall have general supervision of the business affairs of the Commission, shall assist in formulating and promoting the general program of the Commission, and shall appoint all committees.

Section 4. The Vice-Chair may be delegated by the Chair to perform duties of the Chair in the event of his temporary disability or absence from meetings. The Vice-Chair may perform any other duties delegated by the Chair. Should the Chair at any time, for any reason, be unable to continue as a member of this Commission, the Vice-Chair shall act as Chair until a successor has been elected and qualified to fill the unexpired term of the Chair.

Section 5. The Secretary shall keep a true and accurate account of all Commission meetings, prepare minutes of all Commission meetings, and maintain all records of the Commission.

Section 6. The officers shall be elected by ballot to serve for one year or until their successors are elected, and their term of office shall begin immediately upon completion of the election.

Section 7. No member shall hold more than one office at a time.

ARTICLE V

Meetings

Section 1. The regular meetings of the Commission shall be held at least quarterly, unless otherwise ordered by the Commission. All meetings of the Commission are subject to the provisions of North Carolina's open meeting law. Minutes shall be taken, and once approved, shared with the Clerk of the Brunswick County Board of Commissioners.

Section 2. Special meetings may be called by the Chair and shall be called by written notice. The purpose of the meeting shall be stated in the notice. Except in cases of emergency, at least three days advanced notice shall be given.

Section 3. All rules and regulations previously adopted by the Commission may be amended by a majority vote of the entire membership.

Section 4. Five members of the Commission shall constitute a quorum.

Section 5. Absence from three (3) consecutive meetings shall be construed as a resignation. The Commission shall direct the Chairman to request the Brunswick County Board of Commissioners to appoint a new member to serve out the unexpired term at their next regular meeting. If the appointee missing three consecutive meetings is the designee of the Sheriff's Office, Board of Education, or Chief Superior Court Judge, the corresponding authority will select a new appointee to be recommended to the Board of Commissioners.

ARTICLE VI

Committees

Section 1. Such other committees, standing or special, shall be appointed by the Chair of the Commission, as shall from time to time be deemed necessary, to carry on the work of the Commission. The Chair shall be an ex officio member of all committees. The Chair has no obligation to participate at committee meetings and should not be counted in determining if a quorum is present.

ARTICLE VII

Parliamentary Authority


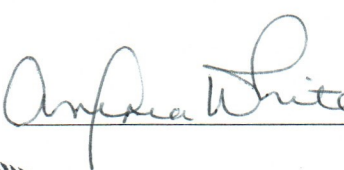
The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Commission may adopt.

ARTICLE VIII

Amendment of Bylaws

Subject to final approval by the Brunswick County Board of Commissioners, these bylaws may be amended at any regular meeting of the Commission by a majority vote of the entire membership, provided that the amendment has been submitted in writing at the previous regular meeting. The effective date of any amendment to the bylaws shall be the date on which the Brunswick County Board of Commissioners approves the amendment.

Revised and adopted by the Brunswick County Board of Commissioners, October 1, 2018.

 _____, Chair  _____, Clerk to the Board

